

ADMINISTRATIVE - INTERNAL USE ONLY

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25 October 1984

MEMORANDUM FOR: New Building Project Office
Office of Logistics

FROM: Deputy Chief
Photography Branch
Printing & Photography Division
Office of Logistics

SUBJECT: New Building Project Progress Photography

1. In response to your memorandum of 15 October 1984 and our conversation of 24 October 1984, your request for revisions to the established still photography support schedule for the New Building Project is granted. These revisions reflect no significant change in either man-power or laboratory support. To avoid the confusion of a mid-week change, our photographers will begin shooting the alternating sequence on Monday, 5 November 1984.

2. All parties actively involved in this project have been alerted to these revisions.

3. If you have any questions or comments, please advise.

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ADMINISTRATIVE - INTERNAL USE ONLY

0L-11120-84

Headquarters Expansion

Expansion of the Headquarters Building of the Central Intelligence Agency will provide space to consolidate approximately [] employees from the Washington metropolitan area. The new facilities include a [] square foot multipurpose building, a [] car parking deck, and a security check point.

The multipurpose facility, consisting of both office and machine space, is being constructed west of the existing cafeteria and will connect to the existing building at the ground and first floor. The ground floor connections are adjacent to the new loading docks and will facilitate the movement of equipment and supplies between the two buildings. The first floor connections will provide personnel access to the cafeteria and between buildings.

The new building has been designed to preserve the wooded environment of the site and to maintain the presence of the existing building as the Headquarters entrance. The new building will be built into the hillside west of the existing cafeteria and will consist of two 6-story office towers connected by a 4-story atrium-computer facility. The office towers will be constructed of green tinted glass curtain walls with horizontal and vertical divisions designed to be compatible with the existing Headquarters facade. The 4-story atrium will contain an employee services concourse and four levels of outdoor planters which will recreate some of the lost greenery of the hill. The ground floor base, which will be constructed of concrete to emulate the existing building, will contain building support functions. Entrance to the building will be at the fourth floor level on the west side and adjacent to the new parking deck. Two escalators will expedite the movement of personnel between the fourth and first floors.

The courtyard space between the two buildings is designed to preserve the existing large trees near the cafeteria, and additional plantings, park benches, tables, and pathways will be installed to encourage use of this space by Agency employees. This courtyard will also provide a pleasant view from the existing cafeteria and the atrium of the new building.

The new building incorporates the latest materials and construction techniques to permit rapid space reconfiguration at minimum cost. []

[] The air-conditioning will be a variable volume system which is inherently flexible and can easily accommodate reconfigurations of interior space. Energy conservation has been stressed throughout, with the most noticeable evidence the unique double wall exterior. This double wall provides an insulating barrier on all sides.

The 3-level parking deck has also been designed to complement the campus atmosphere of the site and to provide a low profile for our neighbors at The Claude Moore Colonial Farm at Turkey Run and the Turner-Fairbank Highway Research Station. The parking deck will be built into a small hillside in the existing West Parking Lot and will have surface access at each level,

Headquarters Expansion (continued)

eliminating the need for interior ramps between levels. The top level of the deck and the adjacent surface parking will be landscaped to soften the large area.

The new security checkpoint will be constructed east of the main entrance drive. This facility will permit improved security procedures that will validate visitors' credentials before they are admitted to the site. The security checkpoint will also be the Agency terminal for Metro buses and taxis. Shuttle service will be provided from this facility to the Headquarters entrance.

The design was accomplished by the architectural-engineering firm of Smith, Hinchman & Grylls Associates, Inc. The National Capital Region of General Services Administration is the contract agent for the construction. Initial construction is being accomplished by the George Hyman Construction Company.

REVISED COPY - Provided to Protocol Branch/OP
for inclusion in groundbreaking program on
05/10/84.

Also sent to DDA thru DDA/MS.

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Material for Groundbreaking Program

[Redacted]

EXTENSION

NO.

Chief, New Building Project Office, OL
3E 40 Hqs

DATE

3 MAY 1984

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

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